

**CREATIVE FOAM CORPORATION**  
**Interoffice Memo**



**TO:** Eligible Employees On Standard 8 hour / 5 day Schedule (Mon-Fri)

**FROM:** Human Resources

**DATE:** November 24, 2025

**RE:** 2026 Holiday Schedule

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For eligible employees who are regularly scheduled to work a **standard eight (8) hour / five (5) day** work week **Monday – Friday**, the following will be paid holidays in calendar year 2026:

<b>New Year's Day</b>	<b>Thursday, January 1, 2026</b>
<b>Good Friday</b>	<b>Friday, April 3, 2026</b>
<b>Memorial Day</b>	<b>Monday, May 25, 2026</b>
<b>Independence Day</b>	<b>Friday, July 3, 2026</b>
<b>Labor Day</b>	<b>Monday, September 7, 2026</b>
<b>Thanksgiving</b>	<b>Thursday, November 26, 2026</b>
<b>Day after Thanksgiving</b>	<b>Friday, November 27, 2026</b>
<b>Christmas Eve</b>	<b>Thursday, December 24, 2026</b>
<b>Christmas Day</b>	<b>Friday, December 25, 2026</b>
<b>New Year's Eve</b>	<b>Thursday, December 31, 2026</b>

**(New Year's Day** **Friday, January 1, 2027)\***  
**(\*following year holiday – listed for informational purposes only)**

**Floating Holiday\*\*** **See information below**

While we do not foresee any changes being made to the above, should it become necessary to deviate from this schedule, your immediate supervisor will notify you. If there are any questions, please contact Human Resources. ***Please note this schedule reflects 80 hours of paid holiday time.***

***\*\*Each employee will also have an additional 8-hour floating holiday to be used at a time of their choosing. Floating holiday requests must be entered in Plex.***